



GOVERNMENT OF INDIA

# Chandigarh Administration Gazette

Published by Authority

No. 184] CHANDIGARH, THURSDAY, DECEMBER 26, 2024 (PAUSA 05, 1946 SAKA)

CHANDIGARH ADMINISTRATION  
HOME DEPARTMENT

## Notification

The 24<sup>th</sup> December, 2024

**No. F/295.23869-HIII(1)-2024/18130.**—In exercise of the powers conferred by the proviso to article 309 of the Constitution of India read with the Government of India, Ministry of Home Affairs, Notification S.O. No. 3267, dated 1st November, 1966, the Administrator, Union Territory, Chandigarh is pleased to make the following rules, regulating the method of recruitment to Group 'C' posts i.e. Carpenter and Tailor (Non-Ministerial) in the Police Department, UT Chandigarh, namely:-

1. **Short title and commencement:-** (i) These rules may be called the Chandigarh Police Department, UT Chandigarh (Group-C) (Non-Ministerial) Recruitment Rules, 2024.

(ii) They shall come into force on the date of their publication in the Official Gazette.

2. **Application:**

These rules shall apply to the posts specified in column No.1 of the Schedule annexed to these rules.

3. **Number of posts, classification and scale of pay:-**

The number of posts, their classification and the scales of pay shall be as specified in columns 2 to 4 of the said Schedule.

4. **Method of recruitment, age limit and qualification, etc:-**

The method of recruitment to the said posts, age limit, qualifications and other matters connected therewith shall be as specified in columns 5 to 13 of the said Schedule.

5. **Disqualification: No person:**

(a) who has entered into or contracted a marriage with a person having a spouse living;

OR

(b) who, having a spouse living, has entered into or contracted a marriage, with any person, shall be eligible for the appointment to the said posts:

Signature Not Verified  
Digitally signed by  
Jalinder Kumar  
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(2595)

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Provided that the Administrator, Union Territory of Chandigarh may, if satisfied that such marriage is permissible under the personal Law applicable to such person and other party to the marriage and there are other grounds for so doing, exempt, any person from the operation of this rule.

**6. Power to relax:-**

Where the Administrator, Union Territory, Chandigarh is of the opinion that it is necessary or expedient so to do, he may, by order, for reasons to be recorded in writing, relax any of the provisions of these rules in respect of any class or category of persons.

**7. Savings:-**

Nothing in these rules shall affect reservations, relaxation of age limit and other concessions required to be provided for Scheduled Castes, Scheduled Tribes, Other Backward Classes, Ex-Servicemen and other special categories of persons in accordance with the orders issued by Central Government from time to time in this regard.

Chandigarh, dated  
The 20<sup>th</sup> December, 2024.

MANDIP SINGH BRAR, IAS,  
Home Secretary  
Chandigarh Administration.

## ANNEXURE-I

## RECRUITMENT RULES FOR THE POST OF CARPENTER

ORGANIZATION : DIRECTOR GENERAL OF POLICE, UT CHANDIGARH

1	Name of the Post	<b>Carpenter</b>
2	No. of Post	3*(2024) * Subject to variation dependent on workload
3	Classification	General Central Services, Group 'C', Non-Gazetted/Non-Ministerial
4	Pay Band and Grade Pay/Pay Scale	Level - 2 (Rs.19900 - 63200) in the pay matrix of 7 <sup>th</sup> CPC
5	Whether selection post or non-selection post	Not applicable
6	Age limit for direct recruits	Between 18 years and 25 years  (The upper age limit is relaxable for departmental candidates upto 40 years in accordance with the instructions or orders issued by Central Government).  <u>Note:</u> The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India and not closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh, Lahaul & Spiti District and Pangi Sub-division of Chamba district of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep.
7	Educational and other qualifications required for Direct recruits	<u>Essential Qualifications:-</u> i. ITI certificate in Carpentry /Wooden Work Technician trade from a Government recognised Industrial Training Institute. ii. 2 years experience of working in wood work /carpenter in any Govt./Semi-Govt. Institution / PSU / Autonomous Body. <u>Desirable Qualifications:-</u>  Knowledge of Hindi/Punjabi/English.  <u>Note:</u> The direct recruits have to submit the certificate of training in Information Communications Technology (ICT) Skills of 80hours at the time of their appointment, as per instructions issued by Chandigarh Administration Vide No. 28/69-IH(12)/Pers. & Trg.-2019/ 17927 dated 25 <sup>th</sup> November 2019.  <u>Qualification Standard Note:-</u>  Qualifications are relaxable at the discretion of the Staff Selection Commission / Competent Authority in the case of candidates otherwise well qualified.  <u>Experience Standard Note:-</u>  The qualification(s) regarding experience is relaxable at the discretion of the Staff Selection Commission / Competent Authority in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if at any stage of selection the Staff Selection Commission / Competent Authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable



9	Period of probation, if any	2 Years  (Successful completion of mandatory Induction Training of at least two weeks duration shall be the pre-requisite for completion of probation in case of direct recruitment)
10	Method of Recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	100% by direct recruitment  <u>Note:-</u>  1) Vacancies caused by the incumbent being away on deputation or long illness or study leave or under other circumstances for a duration of one year or more may be filled on deputation basis from officials of Central Government/ State Government/ UT Administration:-  a) holding analogous post on regular basis; and  b) possessing the qualification and experience prescribed for direct recruits under column No. 7.  2) The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/ department of the Central Government/ State Government/ UT Administration shall be as per the instructions / guidelines issued by the Government from time to time.  3) The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications.
11	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not applicable
12	If a Departmental Promotion Committee exists, what is its composition	<u>Departmental Confirmation Committee(DCC)</u> (For Confirmation )  1) Director General of Police, UT, Chandigarh- Chairman 2) Representative of Personnel department – Member 3) Representative of Social Welfare - Member 4) Representative of Regional Employment Officer – Member
13	Circumstances in which Union Public Service Commission to be consulted in making Recruitment	Not applicable

## ANNEXURE-I

RECRUITMENT RULES FOR THE POST OF TAILOR  
 ORGANIZATION : DIRECTOR GENERAL OF POLICE, UT CHANDIGARH

1	Name of the Post	<b>Tailor</b>
2	No. of Post	3*(2024) * Subject to variation dependent on workload
3	Classification	General Central Services, Group 'C' , Non-Gazetted/Non-Ministerial
4	Pay Band and Grade Pay/Pay Scale	Level - 2 (Rs.19900 - 63200 ) in the pay matrix of 7 <sup>th</sup> CPC
5	Whether selection post or non-selection post	Not applicable
6	Age limit for direct recruits	Between 18 years and 25 years (The upper age limit is relaxable for departmental candidates upto 40 years in accordance with the instructions or orders issued by Central Government)  <u>Note:</u> The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India and not closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh , Lahaul & Spiti District and Pangi Sub-division of Chamba district of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep.
7	Educational and other qualifications required for Direct recruits	<u>Essential Qualifications:-</u> i. ITI certificate in Cutting and Tailoring/Sewing Technology trade from a Government recognised Industrial Training Institute.  ii. 2 years experience of working as tailor in any Govt. /Semi-Govt. Institution / PSU / Autonomous Body.  <u>Desirable Qualifications:-</u> Knowledge of Hindi/Punjabi/English. <u>Note:</u> The direct recruits have to submit the certificate of training in Information Communications Technology (ICT) Skills of 80 hours at the time of their appointment, as per instructions issued by Chandigarh Administration Vide No. 28/69-IH(12)/Pers. & Trg.-2019/ 17927 dated 25 <sup>th</sup> November 2019. <u>Qualification Standard Note:-</u> Note 1: Qualifications are relaxable at the discretion of the Staff Selection Commission / Competent Authority in the case of candidates otherwise well qualified. <u>Experience Standard Note:-</u> Note 1: The qualification(s) regarding experience is relaxable at the discretion of the Staff Selection Commission / Competent Authority in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if at any stage of selection the Staff Selection Commission / Competent Authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable

9	Period of probation, if any	2 Years  (Successful completion of mandatory Induction Training of at least two weeks duration shall be the pre-requisite for completion of probation in case of direct recruitment).
10	Method of Recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	100% by direct recruitment  <u>Note:-</u> 1) Vacancies caused by the incumbent being away on deputation or long illness or study leave or under other circumstances for a duration of one year or more may be filled on deputation basis from officials of Central Government/ State Government/ UT Administration:- a) holding analogous post on regular basis; and b) possessing the qualification and experience prescribed for direct recruits under column Number 7. 2) The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/ department of the Central Government/ State Government/ UT Administration shall be as per the instructions / guidelines issued by the Government from time to time.  3) The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications.
11	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not applicable
12	If a Departmental Promotion Committee exists, what is its composition	<u>Departmental Confirmation Committee(DCC)</u> (For Confirmation )  1) Director General of Police, UT, Chandigarh- Chairman 2) Representative of Personnel department – Member 3) Representative of Social Welfare - Member 4) Representative of Regional Employment Officer – Member
13	Circumstances in which Union Public Service Commission to be consulted in making Recruitment	Not applicable

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**CHANGE OF NAME**

I, Rekha, W/o Sanjeev Kumar, # 2093, Sector 41-C, Chandigarh, have changed my name to Rekha Devi.

[1904-1]

मैं, Archana Sidhu पुत्री Puran Chand, # 131, सेक्टर 55, पलसोरा, चंडीगढ़, ने अपना नाम बदलकर Armaanpreet Kaur रख लिया है ।

[1905-1]

I, Rajesh Kumar Arora, S/o Manohar Lal, House No. 1354, Sector 43-B, Chandigarh, have changed my name from Rajesh Kumar Arora to Rajesh Kumar.

[1906-1]

I, Hitasha A Rattan, W/o Anmol Rattan, R/o # 1108, Sector 33-C, Chandigarh, have declare that I have changed my name from Hitasha A Rattan to Hitasha Anmol Rattan.

[1907-1]

मैं, संजीव कुमार सुपुत्र सोहनबीर, # 2093, सेक्टर 41-C, चंडीगढ़, ने अपना नाम बदलकर संजीव कुमार रख लिया है ।

[1908-1]

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